



MONTGOMERY COUNTY PLANNING DEPARTMENT
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

INFILL HOUSING TASK FORCE
Report on Task Force Work and Planning Department Support

In the Planning Department's Fiscal Year 2007-08 budget, the County Council added a project to the Department's work program: supporting a study of Infill Housing and potential tools to improve the compatibility of Infill Housing. It was understood that this study might result in the introduction of legislation to address this planning issue.

In Summer 2007, Councilmember Roger Berliner created an Infill Housing Task Force and appointed members to this group. Planning Department staff supported the Task Force in a variety of ways as they worked through the issues related to Infill Housing. The purpose of this report is to provide information on the work done by the Task Force and to describe the background materials provided by the Planning Department that supported the work of the Task Force. This report is not an analysis of the work of the Task Force or of any potential legislation – it is meant to be a purely factual reporting of what was considered by the Task Force

Infill Housing Issue



Although infill construction is occurring nationwide, Montgomery County could easily serve as the “poster child” for the phenomenon. Over the past decade or so, the reality in lower Montgomery County has been that significant numbers of older, modest-sized houses have been razed to make way for substantially larger homes.

While this type of construction clearly meets a market need, this trend has raised concern because these replacement houses often are perceived as incompatible with the existing height, scale, massing or material of the surrounding established neighborhood.

Neighboring property owners report “quality of life” impacts such as diminished air, light, ventilation and privacy. There is also a social impact in terms of loss of smaller, more affordable “starter” homes. Moreover, there are environmental concerns: the resulting increases in lot

coverage have contributed greatly to the loss of mature tree canopy and an increase in stormwater runoff.

For all of these reasons, Councilmember Roger Berliner convened a Task Force to study the issue and the Council added this project to the work Planning Department work program.

Composition of Task Force

The members of the Task Force assigned to address the infill issue were nominated by Councilmember Berliner. The Task Force was composed of citizen representatives, members of the builder community, architects, Realtors, Planning Department staff and appropriate County staff, and Councilmember Berliner's staff. The work of the Task Force was facilitated by the Conflict Resolution Center of Montgomery County.

The members of the Task Force were chosen specifically to represent a broad range of interests and included both citizens with concerns about Infill Housing as well as representatives from the real estate and building industry. Members included:

Curt Schreffler-	Community Member/CAS Engineering
Francesca Grifo-	Community Member/Glen Mar Park resident
Mark Giarraputo-	Community Member/Architect
Mary Beth O'Quinn-	Community Based Planning/MNCPPC
Susan Scala-Demby-	Department of Permitting Services
Gwen Wright-	Acting Director Planning Department/M-NCPPC
Kristin Gerlach-	Community Member/Realtor - Gerlach Real Estate
Chuck Sullivan-	Community Member/Chuck Sullivan Homes
Len Simon-	Community Member/Edgemoor resident
Richard Mandell-	Community Member/Sandy Spring Builders
Mier Wolf-	Community Member/Town of Chevy Chase
Doug Bonner-	Community Member/Bannockburn
Joe Davis-	Community Member/Eastern Montgomery County
Sally Rand-	Community Member

Topics Discussed by the Infill Housing Task Force

The Task Force's initial efforts were to educate themselves about the Infill Housing issue and to clearly define the problems that the group would try to address. There was significant discussion about the fact that Infill Housing involved not only planning and design issues, but also issues related to property rights and economics.

Planning Department staff outlined some of the basic issues that affect site design: compatibility, allowable lot areas, lot coverage, slope and street grade, sediment and erosion control, setbacks, building height, massing and scale, green area, parking, and accessory structures.

The group felt that these site design topics could be grouped into four areas:

I. Lot coverage Set Backs Building Height Access to Light Floor Area Ratio Massing	II. Slope Sediment Control Erosion Control Green Area Impervious Surface Basements/Cellars
III. Parking Driveways & Curb cuts Garages Decks Accessory Structures	IV. Compatibility Character Architectural Style Values Qualitative/Quantitative Privacy Property Rights

In addition, Task Force members knew that critical questions that would need to be answered included:

- How to determine the appropriate limits on the size and scale of infill homes in relationship to existing average home sizes in the neighborhood?
- What would be the most appropriate tools for addressing this issue?
- How would communities come to participate in this protection?
- Should the areas to be addressed be determined by geographic boundary or self selection?

Thus, the work of the Task Force fell into three major areas:

1. Research on how other communities are addressing Infill Housing
2. Exploration of various tools that can be used to address Infill Housing
3. Consensus on appropriate options for Montgomery County

Research on Infill Housing Solutions

Planning Department staff did several presentations on how other communities have responded to the Infill Housing issue. In addition, speakers from the City of Rockville and the Town of Garrett Park came to the Task Force meetings and explained how each of these communities is addressing the issue. Chevy Chase was engaged in a study of the topic at the same time as the Task Force was doing its work, and several Task Force members attended a public meeting in Chevy Chase that included a report by a consultant hired to address the issue.

Planning staff research provided an overview of administrative and legislative responses to issues of neighborhood compatibility related to infill lot construction. Case studies were used to outline remedies employed in a number of jurisdictions across the county. Staff provided analysis of the effectiveness of these methods that range from rigorous, enforceable legislation to voluntary guidelines, with a goal of preserving neighborhood character. The survey included the following:

Local Historic Districts
Cambridge, MA
Indianapolis, IN



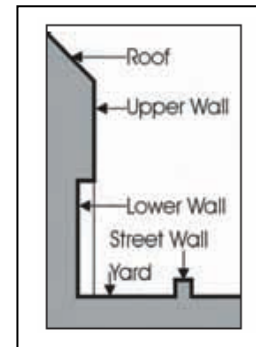
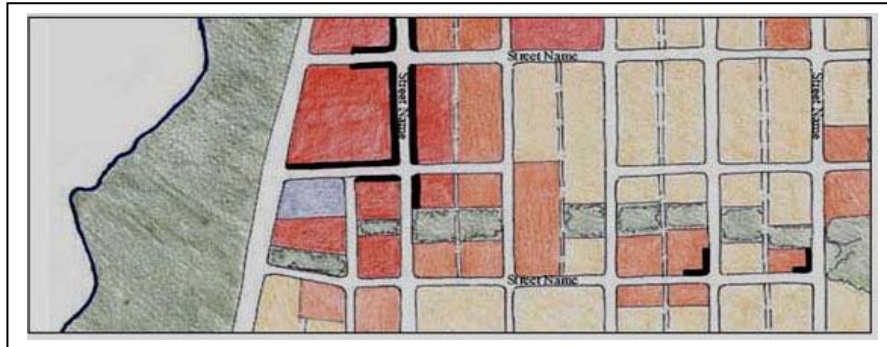
Comprehensive Restrictive Zoning
Winnetka, IL

Overlay Zoning
Menlo Park, CA

Incentive Zoning
Portland, OR



Form Based Code
Brookline, MA



Interim Control Ordinance
Los Angeles, CA

Building Scale Ordinance
Lake Forest, IL



Mandatory Neighborhood Conservation Districts
Chapel Hill, NC
Cambridge, MA
Indianapolis, IN
Jefferson Parish, LA



Incentive-Based Neighborhood Conservation Districts

Santa Clara, CA
Beverly Hills, CA
Lexington, MA

Hybrid Legislation

Brookline, MA

Alternative Incentives

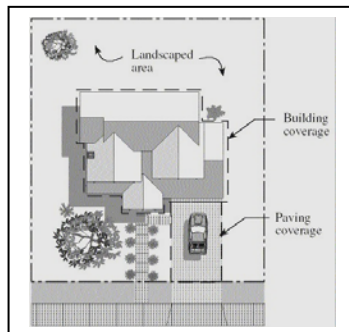
Norfolk, VA



The PowerPoint presentations that were shown to the Task Force by Planning Department staff are attached as Appendix #1.

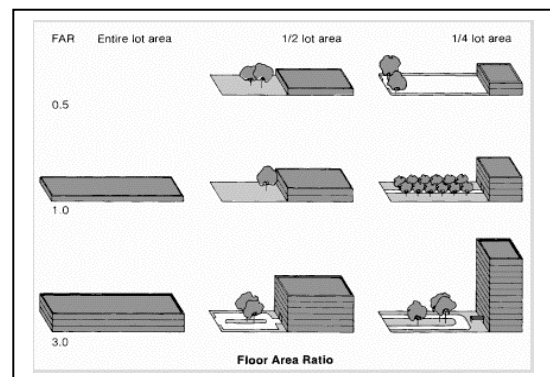
Planning Department staff also prepared presentations that explored issues of compatibility through a comprehensive overview of the principles of design for residential neighborhoods. Staff created a “visual glossary” of building and site design elements for study by the Task Force. Examples, both favorable and unfavorable were studied in comparison and contrast with examples from Montgomery County. The complete Power Point is included as Appendix #2. The glossary included:

Site Elements



Allowable Buildable Area
Lot Coverage

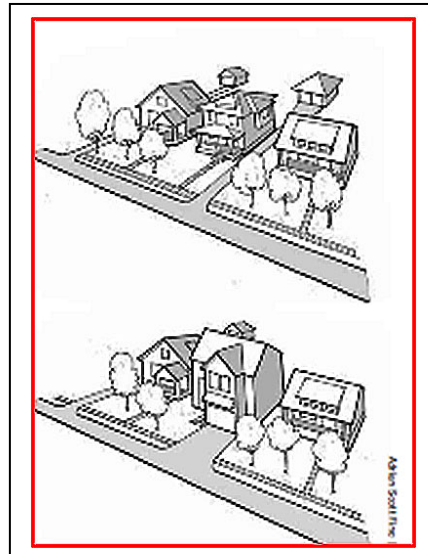
Floor Area Ratio



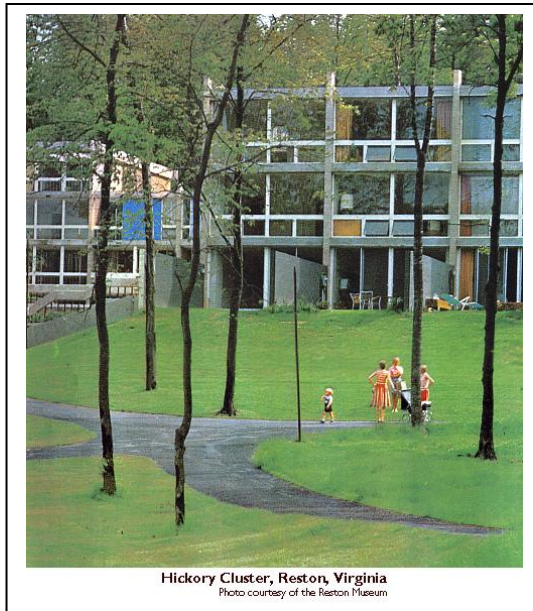
Lot Slope and Grading
Street Grade
Sediment and Erosion Control
Retaining Walls



Established Building Line
Setbacks



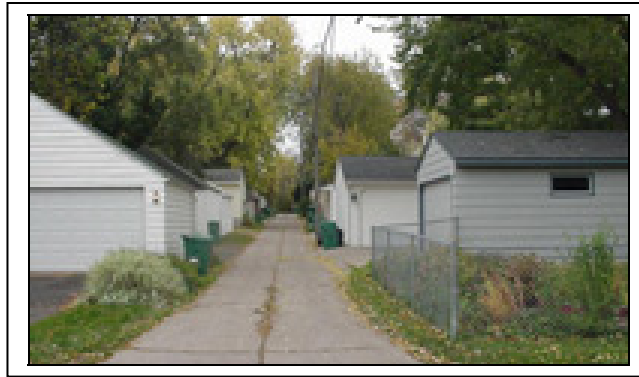
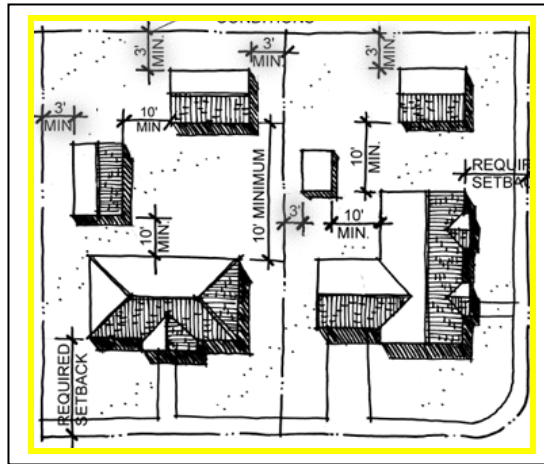
*Green Area
Tree Save*



*Curb Cuts and Driveways
Parking*



Accessory Structures



Building elements:

Building Height

Roof Design

Finished Floor Level





Materials
Massing
Scale
Architectural Style
Architectural Elements



Exploration of Tools to Address Infill Housing

Based on the research done about solutions achieved in other areas, there was an effort to outline tools that needed to be explored. These included:

- Floor Area Ratio (FAR)
- Lot Coverage Reduction – potentially on a graduated basis depending on the lot size
- Established Building Lines (EBL)
- Sloping Lot Definition
- Height in R-200 Zone
- Massing Guidelines – voluntary or mandatory
- Neighbor Notification

The topic of Neighborhood Conservation Districts was discussed, but was generally not supported by the majority of the Task Force.

In order to begin to look at the impact that various tools – particularly FAR and lot coverage reductions – would have in Montgomery County neighborhoods, Planning Department staff undertook extensive 3D modeling efforts.

Use of 3D Modeling

A “live” 3D model was developed for a representative block in the Brookdale neighborhood to illustrate the effect of the site and building design elements. The full Power Point presentation on this topic is included as Appendix #3. The model was developed using county land records (plats), permitting and tax records, aerial photography, GIS, and field survey. The sample block, simulating the streets, lots and houses was selected because of its proximity to Metro, R-60 zoning, perimeter road widths, representative lot sizes (~5,000-11,000 sf), variety of house sizes, sequential history of house additions, and the existence of a vacant lot.

Using the base mapping, four scenarios were created for the following levels of development:

- | | |
|---|---|
| 1. Existing Conditions as surveyed
(17% lot coverage) | 3. Reduced Development Buildout (30%) |
| 2. Maximum Buildout
Lot coverage currently allowed (35%) | 4. Reduced Development Buildout (25%) |
| | 5. Minimal Development Buildout (20%) |
| | 6. FAR comparisons and effects on massing |

The study provided development data for each scenario with respect to FAR, lot coverage, and average house size. Four scenarios, in addition to existing conditions, were studied for the Brookdale block bounded by Andover Road, Cortland Road, Dalton Road and Westmoreland Road.

1. Existing Conditions

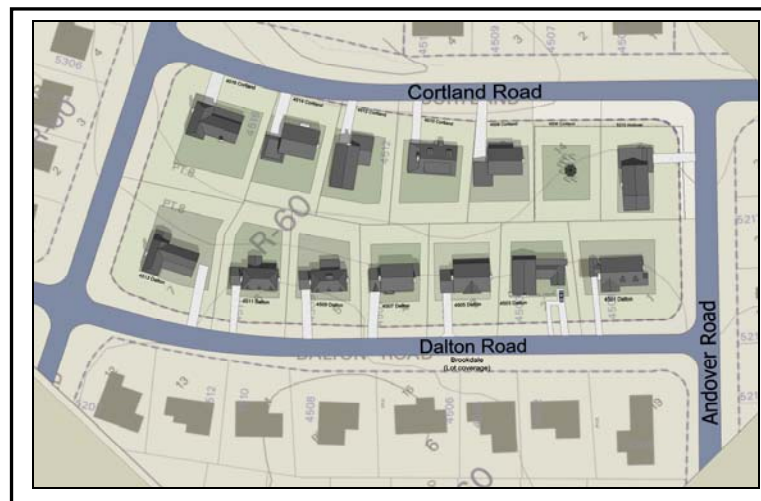


Lot coverage ranges from ~ 1,156 – 1,625 square feet; house size demonstrates wide variability based on lot size: ~ 1,350 – 2,900 square feet. Floor area ratio ranges from .17 FAR to .48 FAR. Development data was studied for average data points as well as for the median points.

Existing Conditions, continued

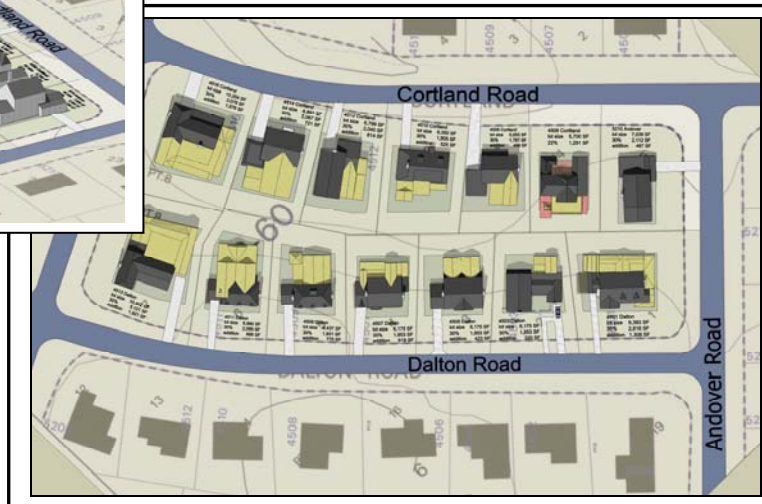


INFILL HOUSING OVERVIEW						
Street	Address	Lot Size	House Size	Exist Cover SF	Exist Cover %	Exist FAR
Andover						
1939	5210	7,039	1,710	1,625	23.09%	0.24
Cortland						
1941	4506	5,700				
1941	4508	5,955	1,848	1,288	21.63%	0.31
1941	4510	6,350	1,357	1,380	21.73%	0.21
1941	4512	6,799	1,918	1,426	20.97%	0.28
1941	4514	6,891	1,800	1,346	19.53%	0.26
1941	4516 *	10,254	1,605	1,200	11.70%	0.16
Dalton						
1939	4501	9,393	1,660	1,510	16.08%	0.18
1939	4503	6,175	2,948	1,533	24.83%	0.48
1939	4505	6,175	1,890	1,430	23.16%	0.31
1939	4507	6,175	1,671	1,234	19.98%	0.27
1939	4509	6,437	2,636	1,156	17.96%	0.41
1939	4511	6,960	1,601	1,202	17.27%	0.23
1939	4513 *	10,402	1,725	1,200	11.54%	0.17
Averages						
		8,721	1,718	1,348	17.31%	0.20



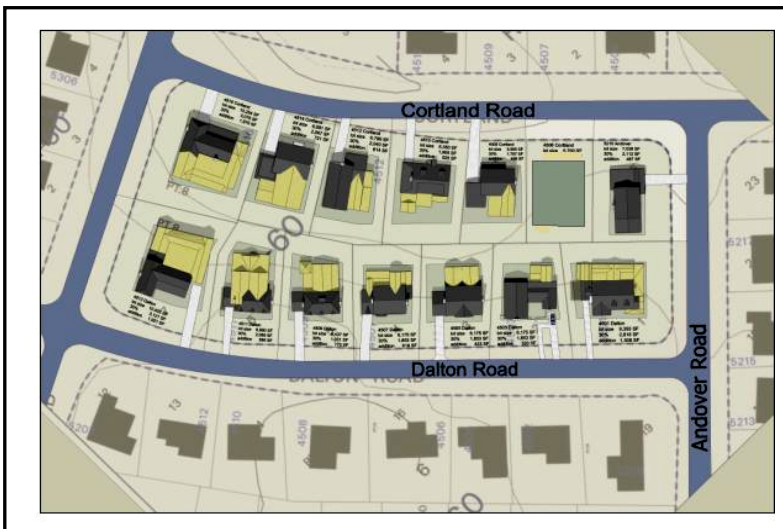
2. 35% Lot Coverage: maximum lot coverage currently allowed

Maximum allowable build-out doubles the existing FAR; this scenario increases the extents of the building footprints by 85% from ~1,340 to 2,500 square feet, not considering setback requirements. Theoretically, average house size could nearly triple.



				Exist Cover SF	Exist Cover %	Exist FAR	Cover SF 35%
							0.35
Andover							
1939	5210	7,039	1,710	1,625	23.09%	0.24	2,464
Cortland							
1941	4506	5,700					1,995
1941	4508	5,955	1,848	1,288	21.63%	0.31	2,084
1941	4510	6,350	1,357	1,380	21.73%	0.21	2,223
1941	4512	6,799	1,918	1,426	20.97%	0.28	2,380
1941	4514	6,891	1,800	1,346	19.53%	0.26	2,412
1941	4516 *	10,254	1,605	1,200	11.70%	0.16	3,589
Dalton							
1939	4501	9,393	1,660	1,510	16.08%	0.18	3,288
1939	4503	6,175	2,948	1,533	24.83%	0.48	2,161
1939	4505	6,175	1,890	1,430	23.16%	0.31	2,161
1939	4507	6,175	1,671	1,234	19.98%	0.27	2,161
1939	4509	6,437	2,636	1,156	17.96%	0.41	2,253
1939	4511	6,960	1,601	1,202	17.27%	0.23	2,436
1939	4513 *	10,402	1,725	1,200	11.54%	0.17	3,641
Averages		8,721	1,718	1,348	17.31%	0.20	2,518

3. Reduced Development Buildout: 30%



A reduction in maximum lot coverage from 35% to 30% reduces the average allowable building footprint by almost 400 square feet, or 20% to ~ 2,150 square feet.

Still, a lot coverage limit of 30% allows 59% increase in average building footprint compared to the existing conditions.

Under this scenario, maximum house size could, depending on setbacks, increase by 200%. Average maximum house size could potentially increase to 5,375 square feet. House size based on the median lot size would yield 4,825 square feet. Note the proportional difference between the larger and smaller effect lots.

Street	Address	Lot Size	House Size	SF	%	Exist FAR	30%
							0.3
Andover							
1939	5210	7,039	1,710	1,625	23.09%	0.24	2,112
Cortland							
1941	4506	5,700					1,710
1941	4508	5,955	1,848	1,288	21.63%	0.31	1,787
1941	4510	6,350	1,357	1,380	21.73%	0.21	1,905
1941	4512	6,799	1,918	1,426	20.97%	0.28	2,040
1941	4514	6,891	1,800	1,346	19.53%	0.26	2,067
1941	4516 *	10,254	1,605	1,200	11.70%	0.16	3,076
Dalton							
1939	4501	9,393	1,660	1,510	16.08%	0.18	2,818
1939	4503	6,175	2,948	1,533	24.83%	0.48	1,853
1939	4505	6,175	1,890	1,430	23.16%	0.31	1,853
1939	4507	6,175	1,671	1,234	19.98%	0.27	1,853
1939	4509	6,437	2,636	1,156	17.96%	0.41	1,931
1939	4511	6,960	1,601	1,202	17.27%	0.23	2,088
1939	4513 *	10,402	1,725	1,200	11.54%	0.17	3,121
Averages		8,721	1,718	1,348	17.31%	0.20	2,158

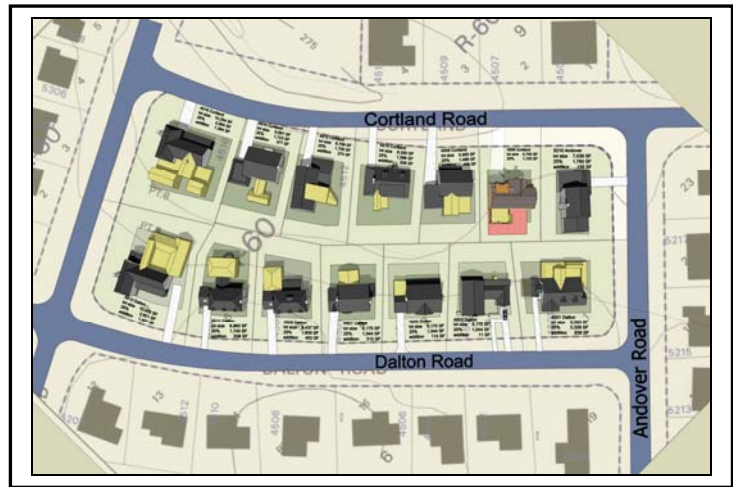


4. Reduced Development Buildout (25%)

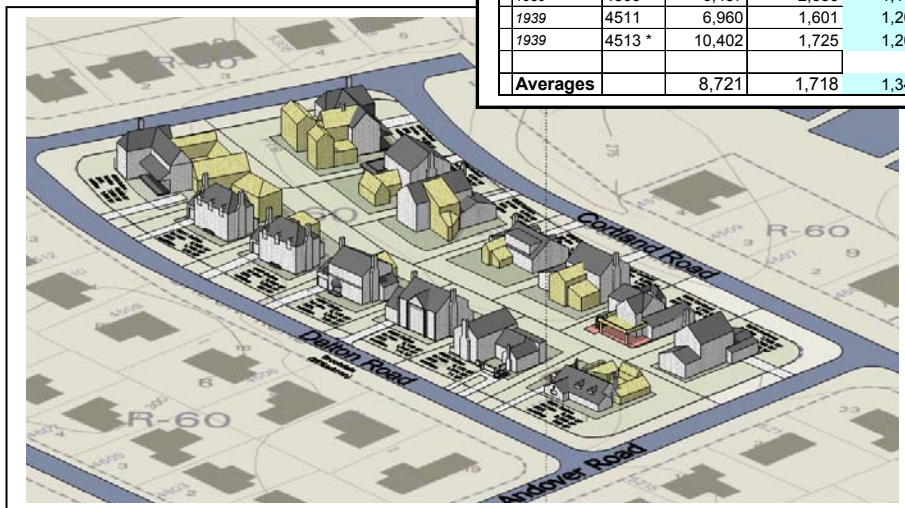
A lot coverage cap at 25% preserves more open space, particularly within the private realm of the back yards.

In this scenario, average lot coverage shows an increase of 33% over the existing conditions. Average house size under this rule may increase to approximately 4,500 square feet from 1,700 square feet (existing) and 3,375 square feet (average maximum existing). House size based on the median lot size could yield 4,025 square feet.

Note the corner lot at the upper right, as illustrated in the plan, shows no capacity for expansion because of setback requirements.



Street	Address	Lot Size	House Size	Exist Cover SF	Exist Cover %	Exist FAR	Coverage 25%
Andover							
1939	5210	7,039	1,710	1,625	23.09%	0.24	1,760
Cortland							
1941	4506	5,700					1,425
1941	4508	5,955	1,848	1,288	21.63%	0.31	1,489
1941	4510	6,350	1,357	1,380	21.73%	0.21	1,588
1941	4512	6,799	1,918	1,426	20.97%	0.28	1,700
1941	4514	6,891	1,800	1,346	19.53%	0.26	1,723
1941	4516 *	10,254	1,605	1,200	11.70%	0.16	2,564
Dalton							
1939	4501	9,393	1,660	1,510	16.08%	0.18	2,348
1939	4503	6,175	2,948	1,533	24.83%	0.48	1,544
1939	4505	6,175	1,890	1,430	23.16%	0.31	1,544
1939	4507	6,175	1,671	1,234	19.98%	0.27	1,544
1939	4509	6,437	2,636	1,156	17.96%	0.41	1,609
1939	4511	6,960	1,601	1,202	17.27%	0.23	1,740
1939	4513 *	10,402	1,725	1,200	11.54%	0.17	2,601
Averages		8,721	1,718	1,348	17.31%	0.20	1,798



5. Minimal Development Buildout (20%)

A 20% cap on lot coverage represents minimal buildout. For the almost half of the 13 lots, this rule preserves the existing conditions. Only the three largest lots support significant house expansion. Three smaller lots support modest house additions.



In this scenario, average building footprint (lot coverage) could increase by ~ 90 feet, or 6%. Average maximum house size could increase to 3,600 square feet from the existing allowable maximum of 3,375 square feet.

Note the proportionality of the additions on the larger lots at the far left. The asterisks mark the lots that do not accommodate building expansion.

Street	Address	Lot Size	House Size	Exist Cover SF	Exist Cover %	Exist FAR	Coverage 20%
Andover							
1939	5210	7,039	1,710	1,625	23.09%	0.24	1,408
Cortland							
1941	4506	5,700					1,140
1941	4508	5,955	1,848	1,288	21.63%	0.31	1,191
1941	4510	6,350	1,357	1,380	21.73%	0.21	1,270
1941	4512	6,799	1,918	1,426	20.97%	0.28	1,360
1941	4514	6,891	1,800	1,346	19.53%	0.26	1,378
1941	4516 *	10,254	1,605	1,200	11.70%	0.16	2,051
Dalton							
1939	4501	9,393	1,660	1,510	16.08%	0.18	1,879
1939	4503	6,175	2,948	1,533	24.83%	0.48	1,235
1939	4505	6,175	1,890	1,430	23.16%	0.31	1,235
1939	4507	6,175	1,671	1,234	19.98%	0.27	1,235
1939	4509	6,437	2,636	1,156	17.96%	0.41	1,287
1939	4511	6,960	1,601	1,202	17.27%	0.23	1,392
1939	4513 *	10,402	1,725	1,200	11.54%	0.17	2,080
Averages							
		8,721	1,718	1,348	17.31%	0.20	1,439

6. FAR comparisons and effects on massing



Above and right: Staff created models to demonstrate massing alternatives possible using a maximum .35 FAR control. The first example models a one-story house, where the total square footage is accommodated on a single floor. The design shows a boxy, unarticulated mass that bears little relationship to its neighbors.

At right and below: Using the identical .35 FAR control, a second example demonstrates the effects of lot coverage controls.



The design complies with the FAR limit, yet lot coverage control produces a more interesting design, with massing and height that relates compatibly with the surrounding structures.

Evaluation of Tools to Address Infill Issue

Floor Area Ratio (FAR)

Staff prepared a review of legislation implementing FAR limits as enacted in Los Angeles, Atlanta and Minneapolis, supplemented with diagrammatic illustrations explaining lot coverage related to building height and open space. The Task Force also studied the FAR limits enacted as part of the Garrett Park overlay zone and legislation proposed by the City of Rockville. Finally, graphic analysis showing the extents and limitations of FAR controls were illustrated as part of the 3D model, with comparison to regulations limiting lot coverage with height controls.

In the evaluation of the effectiveness of FAR controls, the Task Force considered the 5-year time frame required for enactment of the Atlanta Ordinance, the 2-1/2 years required for passage of the Minneapolis legislations, the difficulty of enforcement in residential zones, and the relative added value of FAR. The consensus was that, although the Task Force did not feel it was appropriate to pursue FAR controls in Montgomery County's R-60, R-90, and R-200 neighborhoods at this time, FAR controls should be re-considered at a future date.

FAR Controls - Pros Moderate control of house size Can encourage attractive massing Can encourage compatibility Very effective used with lot coverage limits	Lot Coverage - Cons Does not address building size specifically Does not address decks, patios Does not address architectural style Does not influence roof lines or building height
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In the evaluation of the effectiveness of FAR controls, the Task Force considered the 5-year time frame required for enactment of the Atlanta Ordinance, the 2-1/2 years required for passage of the Minneapolis legislations, the difficulty of enforcement in residential zones, and the relative added value of FAR. The consensus was that, although the Task Force did not feel it was appropriate to pursue FAR controls in Montgomery County's R-60, R-90, and R-200 neighborhoods at this time, FAR controls should be re-considered at a future date.

Graduated Lot Coverage Reductions

A great deal of Task Force work from the outset focused on Lot Coverage. Through review of the residential zones (R-60, R-90, R-200), the group examined the impacts of lot coverage limits as currently applied through zoning category. The benefits and weaknesses of general limits were summarized as follows:

Lot Coverage - Pros	Lot Coverage - Cons
Better control of area footprint	Does not address building size specifically
Can enhance stormwater management	Does not address decks, patios
Preserves street appearance	Does not address architectural style
Effective with height controls to mediate scale	Does not influence roof lines or building height
Can be applied to specific zone districts	
Can be used with overlay zoning	

Initial attention concentrated on lot coverage reductions applied per individual zones. However, ensuing discussion regarding the “ideal,” a Neighborhood Compatibility Ratio – that is, building size and scale tailored to individual lots-- led to exploration of a framework for a sliding scale for lot coverage control applied to all of the subject residential zones. The concept was explored over a number of Task Force meetings, essentially pointing to a uniform method of inverse proportional allowance: permitting relatively larger houses on smaller lots and relatively smaller houses on larger lots, with suggestions for ancillary incentives such as environmentally sensitive design.

Builder and architect presentations demonstrated the effects of lot coverage reductions using the graduated, proportional scale for case examples located within the R-60, R-90, and R-200 zones. Task Force members outlined the changes to floor plans and architectural design resulting from use of lot coverage reductions.

Planning staff provided analytical study using 3D modeling to compare scenarios for varied levels of lot coverage reductions. The models portrayed potential build-out for house additions, including patios and decks, along with changes to spatial form of a residential block.

Although there was uniform consensus regarding the suitability of the graduated scale lot coverage application for infill housing construction, the actual percentages of lot coverage associated with different size lots was a subject of much debate. There was not consensus on exact percentages.

Established Building Lines (EBL)

The work of the Task Force included an overview of residential zoning in the county. A synopsis presented by the Department of Permitting Services described the creation of the current zoning regulations (1954) and EBL, definitions of the standards for setbacks and EBLs, and the impact of their implementation. Particular attention was given to clarifying the measurement standards (300' range) and the averaging effects of the EBL because of its influence on neighborhood character in mature communities.

Case study presentations provided detailed illustrations of “normal” properties whose neighborhood street character benefits from the standard EBL averaging calculation along with examples of “outlier” sites (unusual lot shape, non-linear streets) where the EBL calculation results in a greater degree of *incompatibility*. Examples further demonstrated the difficulties of obtaining a variance with respect to time and expense for such an “outlier” property. The case presentations and Task Force discussions led to early consensus that the EBL standards need to be simplified to achieve a consistent, compatible effect.

Height in R-200 Zone

The existing law allows for a building height of 50 feet (calculated as the mean) for all lots in the R-200 zone. This is significantly higher than what is allowed in the R-60 and R-90 zones, which have a maximum building height on 30 feet at the midpoint of the roof and 35 feet at the ridge.

The Task Force quickly came to consensus that the building heights for some lots in the R-200 zone should be revised to be consistent with the R-60 and R-90 zones. The consensus on R-200 building heights was:

Recommended Building Heights	
<u>Lot Size</u>	<u>Height [mean/ridge]</u>
a. <15,000 sf	30'/35'
b. >15,000 sf <25,000 sf	35'/40'
c. >25,000 sf <40,000 sf	40'/45'
d. >40,000 sf	50'

Sloping Lots

There was agreement among Task Force members that DPS should be directed to develop a standard definition of sloping lots and that this definition should be published. It was also suggested that a sloping lot working group continue to consider issues raised by home construction on sloping lots.

Massing Guidelines

One important subject that the Task Force discussed was the need to break up massing and there was general agreement that encouraging architectural features – such as porches, bay windows, and chimneys - was a way to achieve this. There was also agreement that it is important to limit the length of side walls on homes so as to break up the mass of the continuous side wall plane. The Task Force felt that an appropriate goal would be to have side walls broken every 40 feet by a 12-inch vertical off-set.

One way of encouraging features that break up mass and that were discussed by the Task Force - porches, bay windows, balconies, chimneys, and covered stoops - is to exclude them from the calculation of lot coverage.

Another way of encouraging these features and of encouraging other design elements that will break up massing is the publication of massing guidelines. Examples of guidelines from other communities were provided both by Task Force members and by the Planning Department staff. There was a great deal of discussion as to whether guidelines should be voluntary or mandatory, with a general consensus that they should be voluntary at the outset.

There was also discussion about the development of more detailed neighborhood-specific design guidelines that would be developed by home owners associations or neighborhood civic associations. This seemed to be favored by many Task Force members, as long as the guidelines were not made a part of the law. There were suggestions that a matching funds program could be started to help community groups pay for a professional to help write guidelines, although this would require the provision of some seed money from the County. Also, the Planning Department could provide technical support to neighborhoods interested in developing guidelines, if sufficient staff resources are available.

Neighbor Notification

Task Force members discussed the importance of early notification of neighbors and civic associations whenever an Infill Housing project is planned. There was discussion about whether this notification process should be voluntary or a mandatory part of the building permit process at DPS. There was also discussion about when the notification should happen, with the understanding that notification after a building permit is filed often does not allow for discussion or negotiation about revised plans, as the plans are pretty firm by the time a permit is filed.

There was also discussion about whether notification should be required for all additions of a relatively significant size (for example, over 200 square feet in footprint) or only for demolitions and new construction.

The Planning Department does maintain a list of civic associations and home owner associations that can be made available to builders interested in undertaking an Infill Housing project. Additionally, names and addresses of adjacent and confronting property owners are available

through the tax records. Thus, getting the information about who to send notices to would not be difficult.

Ultimately, the Task Force strongly supported notification but did not take a definitive position on how that notification should be done. They felt that it should be explored further by the Planning Department and DPS.

Conclusions

The Infill Housing Task Force made great headway in achieving consensus on a number of important issues:

- There was uniform consensus regarding the suitability of the graduated scale lot coverage application for infill housing construction.
- The actual percentages of lot coverage associated with different size lots was a subject of much debate and there was not consensus on exact percentages.
- The FAR tool may have value and could be looked at again in the future; however, it is not recommended as a tool at this time.
- The EBL standards need to be simplified to achieve a consistent, compatible effect.
- The Task Force came to consensus that the building heights for some lots in the R-200 zone should be revised to be consistent with the R-60 and R-90 zones.
- There was agreement among Task Force members that DPS should be directed to develop a standard definition of sloping lots and that this definition should be published.
- The Task Force agreed that breaking up the mass of houses is a way to make Infill Housing more compatible and endorsed the development of voluntary massing and neighborhood guidelines.
- Neighbor and community notification at an early stage in the project should be required.

Although consensus was not achieved on all issues, the work of the Task Force provides a framework for future action.

In addition, the Task Force meetings served to bring different interest groups together to discuss some very difficult topics. Out of this, all the parties realized that there are many areas of agreement and the potential to work through areas of difference in a respectful and productive manner. This outcome is of great importance and will serve well in future discussions.